#	Questions	Answers
Preparation (Level 1)		
1-1	Have you (the department's CIO) communicated the vision to consolidate IT infrastructure at OCIO facilities?	*<Select Yes or No>*
1-2	Has a Project Manager for the migration/consolidation identified and assigned?	*<Select Yes Requisition In Process or No>*
1-2a	Project Manager's Name	*<name>*
1-2b	Project Manager's e-mail address	*<email address>*
1-2c	Project Manager's phone number	*<phone number>*
1-3	Have you established a team to collect the inventory?	*<Select Yes or No>*
1-4	Have you established an approach for collecting the inventory?	*<Select Yes or No>*
1-5	If you have not established an approach and a team, when do you expect to complete?	*<enter expected completion date MM/YY>*
Baseline and Initial Assessment (Level 2)		
2-1	Have you completed an inventory of your department's mission critical and public facing applications?	*<select value>*
2-1a	If not completed, estimate % complete	*0%*
2-1b	If not completed, when do you plan to complete the inventory?	*<enter expected completion date MM/YY>*
2-1c	If complete, please provide a list of Mission Critical and Public Facing Applications	*<complete columns A-F of the "MC-PF Applications" Tab; include one record for each instance (DR vs. Production) of each Mission Critical and Public Facing application>*
2-2	Have you assessed your mission critical applications and identified a target location (e.g. OTech, FDC, Secondary Data Center etc.) ?	*<Select Yes or No and complete columns G and H of the "MC-PF Applications" Tab*
2-3	Have you completed an inventory of your department's data centers/server rooms?	*<select value>*
2-3a	If not completed, estimate % complete	*0%*
2-3b	If not completed, when do you plan to complete the inventory?	*<enter expected completion date MM/YY>*
2-3c	If completed, provide a list of all data centers	*<Complete columns A-J of the "Data Centers" Tab for each data center/server room>*
2-4	Have you completed an inventory of your department's applications and equipment at your data centers?	*<select value>*
2-4a	If not completed, estimate % complete	*0%*
2-4b	If not completed, when do you plan to complete the inventory?	*<enter expected completion date MM/YY>*
2-4c	If completed, please provide a summary of equipment in each data center	*<complete columns K and L of the "Data Centers" Tab (do not include Mission Critical and Public Facing Applications)>*
2-5	Have you assessed your applications and servers and identified a target location (e.g. OTech, FDC, Secondary Data Center etc.) ?	*<Select Yes or No>*
2-5a	if completed enter the estimated number of physical servers that will be migrated to OTech	*<enter number of servers>*
2-5b	if completed enter the estimated number of physical servers that will be migrated to FDC	*<enter number of servers>*
2-5c	if completed enter the estimated number of physical servers that will be migrated to Secondary Data Center	*<enter number of servers>*
2-5d	if completed enter the estimated number of physical servers that will be migrated to another OCIO approved Data Center	*<enter number of servers>*

Planning (Level 3)

3-1	**Level 3A -** If the inventory of all Mission Critical and Public Facing Applications is complete, how much progress have you made in developing a plan to migrate these applications?	
3-1a	Prioritized and sequenced applications	*<Select Yes or No>*
3-1b	Selected migration approach for each application	*<Select Yes or No>*
3-1c	Completed high level design and infrastructure (e.g. network) assessment	*<Select Yes or No>*
3-1d	Captured resource requirements (equipment and personnel)	*<Select Yes or No>*
3-1e	Budget approved	*<Select Yes or No>*
3-1f	Defined migration dates	*<Select Yes or No>*
3-1g	Submitted plan to OCIO for review	*<Select Yes or No>*
3-1h	Received agreement and approval from OCIO	*<Select Yes or No>*
3-2	If not completed, when do you plan to complete the migration plan?	*<enter expected completion date MM/YY>*
3-3	If completed, does it incorporate all major refreshes and new applications deployments occurring at OCIO approved facilities?	*<Select Yes or No>*
3-4	If completed, please provide a copy of the schedule and key information for each Mission Critical and Public Facing application	*<complete columns G-O of the "MC-PF Applications" Tab for each Mission Critical and Public Facing application>*
3-5	**Level 3B** - If the inventory of all data centers and applications complete, how much progress have you made in developing a migration plan?	
3-5a	Prioritized and sequenced applications	*<Select Yes or No>*
3-5b	Selected migration approach for each application	*<Select Yes or No>*
3-5c	Completed high level design and infrastructure (e.g. network) assessment	*<Select Yes or No>*
3-5d	Captured resource requirements (equipment and personnel)	*<Select Yes or No>*
3-5e	Budget approved	*<Select Yes or No>*
3-5f	Defined migration dates	*<Select Yes or No>*
3-5g	Submitted plan to OCIO for review	*<Select Yes or No>*
3-5h	Received agreement/approval from OCIO	*<Select Yes or No>*
3-6	If not completed, when do you plan to complete the migration plan?	*<enter expected completion date MM/YY>*
3-7	If completed, does it incorporate all major refreshes and new applications deployments occurring at OCIO approved facilities?	*<Select Yes or No>*
3-8	If completed, please provide a copy of the schedule and a summary of the migration plan	*<complete columns M-P of the "Data Centers" tab and columns B-U of the "Equip. Migration Plan" Tab*

Migration and Consolidation (Level 4)

4-1	**Level 4A** - If your Migration Plan for all Mission Critical Applications is complete, how are you performing against the schedule?	*<select value>*
4-2	**Level 4B** - If you plan to close your data centers is complete, how are you performing against the schedule?	*<select value and complete columns Q on the "Data Centers" tab>*

Completion (Level 5)

5-1	Have you completely migrated all Mission Critical and Public Facing Applications?	*<Select Yes or No>*
5-2	Have you completely closed all data centers?	*<Select Yes or No>*

Virtualization and Compression

V-1	Do you plan to incorporate virtualizing servers into the consolidation/migration effort?	*<enter value>*
V-2	If you plan to virtualize before migrating, have you started the initiative?	*<select value>*
V-3	If assessment is completed:	
V-3a	Total # of servers identified	*<enter # of servers in your organization>*
V-3b	# of servers targeted for virtualization	*<enter # of servers which are candidates for virtualization>*
V-3c	What types of environments does your plan include?	*<select a value>*
V-4	If consolidation has commenced:	
V-4a	Servers virtualized to date	*<enter # of servers virtualized>*
V-4b	Current # of host virtualization (physical) servers	*<enter # of physical servers>*
V-5	If virtualizing after migration, would assistance from OCIO be valuable	*<select value>*